

CITY OF LODI
INFORMAL INFORMATIONAL MEETING
"SHIRTSLEEVE" SESSION
CARNEGIE FORUM
305 W. PINE STREET
TUESDAY, MAY 4, 1999

An Informal Informational Meeting ("Shirtsleeve" Session) of the Lodi City Council was held Tuesday, May 4, 1999 commencing at 7:00 a.m.

ROLL CALL

Present: Council Members – Hitchcock, Nakanishi, Pennino and Land (Mayor)

Absent: Council Members – Mann

Also Present: City Manager Flynn, Deputy City Manager Keeter, Economic Development Coordinator Goehring, Public Works Director Prima, Community Development Director Bartlam, Finance Director McAthie, Library Services Director Martinez, Deputy City Attorney Luebberke and City Clerk Reimche

Also present in the audience was a representative from the Lodi News Sentinel and The Record.

TOPIC(S)

1. Discussion Regarding Budget
2. Review of City Sidewalk Replacement Policies and Downtown Sidewalks

ADJOURNMENT

No action was taken by the City Council. The meeting was adjourned at approximately 8:10 a.m.

ATTEST:


Alice M. Reimche
City Clerk

REVENUE BY SOURCE BY FUND

	1997-98 Actual	1998-99 Revised Estimated	1999-00 City Mngr/ Recommended	2000-01 Proposed
LIBRARY FUND				
Tax Revenues				
Property Tax	874,885	883,200	905,000	925,000
Total Tax Revenues	874,885	883,200	905,000	925,000
Investment/Property Revenues				
Investment Earnings	2,520	10,235	2,000	2,000
Sale of City Property	3,832	3,000	4,000	4,000
Total Investment/Property Revenues	6,352	13,235	6,000	6,000
Revenue from Others				
Library Grants	65,897	66,500	98,000	98,000
Total Revenue from Others	65,897	66,500	98,000	98,000
Other Revenue				
Library Fines, Fees & Gifts	60,914	58,460	61,000	62,000
Donations	6,619	5,000	6,000	6,000
Revenues NOC	611		1,000	1,000
Total Other Revenue	68,144	63,460	68,000	69,000
TOTAL LIBRARY FUND	1,015,278	1,026,395	1,077,000	1,098,000

REVENUE BY SOURCE BY FUND

	1997-98 Actual	1998-99 Revised Estimated	1999-00 City Mngr/ Recommended	2000-01 Proposed
STREET FUND				
Tax Revenues				
Street Maintenance Sales Tax (K)	543,773	522,000	667,000	711,000
Total Tax Revenues	<u>543,773</u>	<u>522,000</u>	<u>667,000</u>	<u>711,000</u>
Investment/Property Revenues				
Investment Earnings	195,882	269,772	164,000	164,000
Total Investment/Property Revenues	<u>195,882</u>	<u>269,772</u>	<u>164,000</u>	<u>164,000</u>
Revenue from Others				
Street Maintenance Sales Tax (K)	22,009	1,030,000	667,000	711,000
Gas Tax Subvention (2105)	327,147	322,485	329,000	336,000
Gas Tax Subvention (2106)	225,042	200,725	205,000	209,000
Gas Tax Subvention (2107)	450,648	459,355	470,000	480,000
Surface Transportation (ISTEA)	95,729	1,112,000		
Street Maintenance SB 300	200,552			
Total Revenue from Others	<u>1,321,127</u>	<u>3,124,565</u>	<u>1,671,000</u>	<u>1,736,000</u>
Service Fees and Charges				
Development Impact Fees	758,570	791,000	853,000	691,000
Total Service Fees and Charges	<u>758,570</u>	<u>791,000</u>	<u>853,000</u>	<u>691,000</u>

REVENUE BY SOURCE BY FUND

	1997-98 Actual	1998-99 Revised Estimated	1999-00 City Mngr/ Recommended	2000-01 Proposed
Other Revenue				
Revenues NOC	49,631			
Total Other Revenue	49,631			
TOTAL STREET FUND	2,868,983	4,707,337	3,355,000	3,302,000
TRANSPORTATION DEVELOPMENT ACT FUND				
Investment/Property Revenues				
Investment Earnings	2,013	4,060	2,000	2,000
Total Investment/Property Revenues	2,013	4,060	2,000	2,000
Revenue from Others				
Transportation Dev Act (Gen./Allot)	1,423,393	1,175,400	941,000	1,114,000
Transportation Dev Act (Ped/Bike)	24,713	24,710	25,000	25,000
Total Revenue from Others	1,448,106	1,200,110	966,000	1,139,000
TOTAL TRANSPORTATION DEVELOPM	1,450,119	1,204,170	968,000	1,141,000
CDBG FUND				
Revenue from Others				
Community Development Block Grant	320,138	943,305	951,000	900,000
Total Revenue from Others	320,138	943,305	951,000	900,000
TOTAL CDBG FUND	320,138	943,305	951,000	900,000

REVENUE BY SOURCE BY FUND

	1997-98 Actual	1998-99 Revised Estimated	1999-00 City Mngr/ Recommended	2000-01 Proposed
POLICE SPECIAL REVENUE FUND				
Investment/Property Revenues				
Investment Earnings	13,266	2,630	14,000	14,000
Total Investment/Property Revenues	13,266	2,630	14,000	14,000
Revenue from Others				
Police Grants	284,515			
Asset Seizure	5,527	5,000	8,000	8,000
Auto Theft Revenue	18,286	15,300	16,000	17,000
Total Revenue from Others	308,328	20,300	24,000	25,000
TOTAL POLICE SPECIAL REVENUE FU	321,594	22,930	38,000	39,000

REVENUE BY SOURCE BY FUND

	1997-98 Actual	1998-99 Revised Estimated	1999-00 City Mngr/ Recommended	2000-01 Proposed
CAPITAL OUTLAY FUND				
Tax Revenues				
Property Tax	1,312,328	1,324,800	1,358,000	1,392,000
Total Tax Revenues	<u>1,312,328</u>	<u>1,324,800</u>	<u>1,358,000</u>	<u>1,392,000</u>
Investment/Property Revenues				
Investment Earnings	583,062	333,140	178,000	178,000
Total Investment/Property Revenues	<u>583,062</u>	<u>333,140</u>	<u>178,000</u>	<u>178,000</u>
Service Fees and Charges				
Revenue from Lodi Lake Park	50,000			
Development Impact Fees	853,003	1,511,000	1,685,000	725,000
Total Service Fees and Charges	<u>903,003</u>	<u>1,511,000</u>	<u>1,685,000</u>	<u>725,000</u>
TOTAL CAPITAL OUTLAY FUND	<u><u>2,798,393</u></u>	<u><u>3,168,940</u></u>	<u><u>3,221,000</u></u>	<u><u>2,295,000</u></u>

1999-01 FINANCIAL PLAN AND SUMMARY

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REVENUE BY SOURCE BY FUND

	1997-98 Actual	1998-99 Revised Estimated	1999-00 City Mngr/ Recommended	2000-01 Proposed
WATER FUND				
Investment/Property Revenues				
Investment Earnings	198,029	224,715	65,000	65,000
Sale of City Property	1,116			
Rent of City Property	17,983		3,000	3,000
Total Investment/Property Revenues	217,128	224,715	68,000	68,000
Service Fees and Charges				
City Accounts	37,495	28,000	38,000	40,000
Other Accounts	3,270,979	3,712,790	3,348,000	3,427,000
Revenue - Contract Work for City	3,009			
Revenue - Contract Work for Others	7,767			
Water Tap Fees	75,693	40,000	75,000	75,000
Development Impact Fees	340,576	345,000	371,000	301,000
Total Service Fees and Charges	3,735,519	4,125,790	3,832,000	3,843,000
Other Revenue				
Revenues NOC	181,746	741,000	164,000	172,000
Total Other Revenue	181,746	741,000	164,000	172,000
TOTAL WATER FUND	4,134,393	5,091,505	4,064,000	4,083,000

REVENUE BY SOURCE BY FUND

	1997-98 Actual	1998-99 Revised Estimated	1999-00 City Mngr/ Recommended	2000-01 Proposed
WASTEWATER FUND				
Investment/Property Revenues				
Investment Earnings	93,297	226,055	132,000	132,000
Rent of City Property	125,421	200,000	165,000	173,000
Total Investment/Property Revenues	218,718	426,055	297,000	305,000
Service Fees and Charges				
City Accounts	14,129	13,700	15,000	15,000
Other Accounts	2,928,080	2,906,910	2,997,000	3,068,000
Sewer Connection Fees	1,003,847	553,695	800,000	800,000
Sewer Tap Fees	5,025	11,000		
Development Impact Fees	68,398	64,000	69,000	56,000
Total Service Fees and Charges	4,019,479	3,549,305	3,881,000	3,939,000
Other Revenue				
Revenues NOC	63,114	65,000	92,000	92,000
Total Other Revenue	63,114	65,000	92,000	92,000
TOTAL WASTEWATER FUND	4,301,397	4,040,360	4,270,000	4,336,000

REVENUE BY SOURCE BY FUND

	1997-98	1998-99	1999-00	2000-01
	Actual	Revised Estimated	City Mngr/ Recommended	Proposed
ELECTRIC FUND				
Investment/Property Revenues				
Investment Earnings	340,798	478,777	814,000	814,000
Sale of City Property	13,063	5,000	15,000	15,000
Sale of System (Joint Pole-Elec)	64,898	20,000	20,000	20,000
Rent of City Property	16,248	2,000	4,000	4,000
Total Investment/Property Revenues	435,007	505,777	853,000	853,000
Service Fees and Charges				
Domestic Residential	13,758,395	13,463,500	13,735,000	13,853,000
Small Commercial	4,806,923	4,795,600	4,739,000	4,751,000
Dusk to Dawn	39,918	40,800	40,000	40,000
Domestic Mobile Home	235,553	233,200	244,000	244,000
Large Commercial	8,985,324	8,899,900	9,239,000	9,239,000
Small Industrial	792,431	705,300	722,000	731,000
City Accounts	812,880	751,300	888,000	897,000
Medium Industrial	2,742,880	2,386,400	2,366,000	2,389,000
Large Industrial	3,020,232	3,917,500	3,611,000	3,870,000
Residential Low Income	301,124	314,000	158,000	163,000
Revenue - Contract Work for City	656,219	767,200	690,000	710,000
Revenue - Contract Work for Others	60,744	15,000	81,000	83,000
Electric Capacity Revenues	114,220		40,000	35,000

REVENUE BY SOURCE BY FUND

	1997-98	1998-99	1999-00	2000-01
	Actual	Revised Estimated	City Mngr/ Recommended	Proposed
Public Benefits	129,730		862,000	875,000
Total Service Fees and Charges	36,456,573	36,289,700	37,415,000	37,880,000
Other Revenue				
Revenues NOC	4,080	500		
Total Other Revenue	4,080	500		
TOTAL ELECTRIC FUND	36,895,660	36,795,977	38,268,000	38,733,000
TRANSIT FUND				
Investment/Property Revenues				
Investment Earnings	25		11,000	11,000
Total Investment/Property Revenues	25		11,000	11,000
Revenue from Others				
Federal Assistance Section IX	509,147	311,170	650,000	675,000
Dial-A-Ride Woodbridge	22,170	20,000	23,000	23,000
Total Revenue from Others	531,317	331,170	673,000	698,000
Service Fees and Charges				
Dial-A-Ride Passenger Fares	135,720	121,000	185,000	199,000
Total Service Fees and Charges	135,720	121,000	185,000	199,000
TOTAL TRANSIT FUND	667,062	452,170	869,000	908,000

REVENUE BY SOURCE BY FUND

	1997-98 Actual	1998-99 Revised Estimated	1999-00 City Mngr/ Recommended	2000-01 Proposed
BENEFITS FUND				
Service Fees and Charges				
Medical Care	1,421,853	1,511,235	1,582,000	1,583,000
Retiree's Medical Care	85,694	120,000	312,000	312,000
Medical Co Pay	9,050	10,000	1,500	1,500
Dental Insurance	294,278	273,305	293,000	311,000
Vision Care	66,389	64,335	77,000	71,000
Chiropractic	31,456	26,170	39,000	40,000
Life Insurance	33,934	37,530	30,000	30,000
Accidental Death Insurance	5,632	8,000	11,000	12,000
Unemployment Insurance	46,286	45,000	46,000	46,000
Long Term Disability	28,570	23,985	110,000	110,000
Medical Insurance (COBRA Premium)	10,181	8,000		
Dental Insurance (COBRA Premium)	1,885	2,000	1,000	1,000
Vision Insurance (COBRA Premium)	566	1,000		
Chiropractic Ins (COBRA Premium)	117	100		
Employee Assistance Program (COBRA)	16	20		
Flexible Spending Accounts	12,236	23,985	2,000	2,000
Total Service Fees and Charges	2,048,147	2,154,665	2,504,500	2,519,500

REVENUE BY SOURCE BY FUND

	1997-98 Actual	1998-99 Revised Estimated	1999-00 City Mngr/ Recommended	2000-01 Proposed
Other Revenue				
Revenues NOC	1,442	13,000		
Total Other Revenue	1,442	13,000		
TOTAL BENEFITS FUND	2,049,589	2,167,665	2,504,500	2,519,500
SELF INSURANCE FUND				
Investment/Property Revenues				
Investment Earnings	133,129	110,195	134,000	134,000
Total Investment/Property Revenues	133,129	110,195	134,000	134,000
Revenue from Others				
CJPRMA Rebate	125,019	95,000	150,000	150,000
Total Revenue from Others	125,019	95,000	150,000	150,000
Other Revenue				
Revenues NOC	354,000			
Total Other Revenue	354,000			
TOTAL SELF INSURANCE FUND	612,148	205,195	284,000	284,000

REVENUE BY SOURCE BY FUND

	1997-98	1998-99	1999-00	2000-01
	Actual	Revised Estimated	City Mngr/ Recommended	Proposed
TRUST AND AGENCY FUND				
Investment/Property Revenues				
Investment Earnings	31,376	33,895	6,000	6,000
Total Investment/Property Revenues	31,376	33,895	6,000	6,000
TOTAL TRUST AND AGENCY FUND	31,376	33,895	6,000	6,000
REVENUE TOTAL	78,643,159	81,020,639	81,995,500	82,014,500



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Review of City Sidewalk Replacement Policies and Downtown Sidewalks

MEETING DATE: May 5, 1999

PREPARED BY: Public Works Director

RECOMMENDED ACTION: That the City Council discuss and give Public Works staff direction on City sidewalk replacement policies, including Downtown sidewalks with basement access doors.

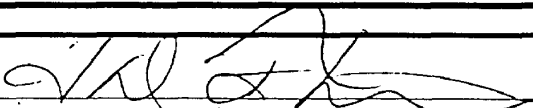
BACKGROUND INFORMATION: The City has received a request from a Downtown property owner to replace sidewalk along their frontage, which involves a set of basement access doors. This request was prompted by a City directive to the property owner to repair the sidewalk after we received a hazardous-condition report. This request has raised a number of policy issues.

The City generally replaces public sidewalks under two circumstances. The first is when sidewalk is replaced as part of a capital improvement project. This can range in extent from a major street-widening project to something as simple as installing a ramp at an intersection. The second is when replacements are done as part of our street and tree maintenance program. This maintenance work is guided by the policy statement shown in Exhibit A. This policy is the City's implementation of California State Streets and Highways Code Section 5610, which places sidewalk maintenance responsibility on the property owner, but relieves the property owner of this responsibility under certain circumstances.

When the City receives a sidewalk liability claim or is put on notice of a hazardous condition, we check the location versus the policy to see who should pay for any necessary repairs. The work done in the Downtown Revitalization Project fell under the first circumstance. The project included replacing the entire sidewalk on five blocks of School Street, and involved eleven sets of basement doors. The City received approval from eight property owners to abandon those doors. The remaining three were replaced as part of the project. The cost to abandon the eight was about \$22,000. The cost to replace three sets of doors was \$18,000. This cost was included in the overall project, which was funded by the City and the property owners; it was not charged to the specific property owners. (One location also involved dealing with a large portion of a basement at the Hotel Lodi, which extended out from the building. The property owner was directed to modify the basement to remove that portion at his expense and the City replaced two sets of doors at the Hotel.)

As we look toward future capital improvement projects in the Downtown area, we have identified thirteen additional basement doors and at least one location where a basement extends under the sidewalk with no access door (Exhibit B). (We were alerted to this location when the tenant complained about leakage from the street into the basement.) There may well be other locations where this encroachment occurs. Based on the Downtown project prices, replacing the doors alone would cost roughly \$78,000. Staff, on

APPROVED:


H. Dixon Flynn - City Manager

one hand, feels the taxpayers should not subsidize an individual circumstance such as this. On the other hand, the Downtown Revitalization effort is a community project and financial assistance in improving sidewalks, including these doors, would be consistent with the Revitalization Program. In light of the above, staff is formulating a policy with the following elements for Council consideration:

- 1) New basement encroachments into the sidewalk area are prohibited.
- 2) Existing basement encroachments shall either be abandoned by the property owner or be covered by an encroachment permit, issued administratively, in which the property owner assumes maintenance responsibilities and provides standard insurance coverage and certificates.
- 3) When the City initiates replacement of adjacent curb, gutter and/or sidewalk as part of a capital improvement project, or under the maintenance conditions described in the City's sidewalk repair policy, the City shall bear the cost of resetting serviceable basement access doors. The property owner shall provide a new door set, if necessary, and a structural "roof" for additional basement encroachments on which the City can install sidewalk. As an option, if the property owner elects to have a basement access/encroachment abandoned, the City will remove the access, backfill, and replace sidewalk if the property owner provides the necessary wall at the building foundation.
- 4) When the City initiates replacement due to conditions which are the property owner's responsibility under the maintenance conditions described in the City's sidewalk repair policy, the property owner shall bear all costs for repairs except if the property owner abandons the basement access, then the City will participate as in 3) above.

In addition, the Council may wish to grant some special consideration for properties on Pine and Oak streets between Church and Sacramento streets. These properties were included in Zone A of the Downtown Assessment District but these streets were not improved to the same level of detail as School Street. To accommodate this, staff suggests the following additional policy statement:

- 5) The City Manager may authorize a one-time replacement of basement access doors, at City expense, in conjunction with circumstances described above, provided the property owner complies with Section 2 above.

FUNDING: Street Fund



Richard C. Prima, Jr.
Public Works Director

RCP/lm

Attachments

cc: Street Superintendent
DLBP – Alan Goldberg
Jim and Nancy Waitley, Property Owner, 21 W. Pine St.



CITY OF LODI

PUBLIC WORKS DEPARTMENT

POLICIES AND
PROCEDURES

STREETS - 6

CURB, GUTTER & SIDEWALK REPAIR POLICY

4/5/95

I. NOTICE AND ACTION

- A. Property owners or tenants have the responsibility to report to the City of Lodi all defective curb, gutter and sidewalk fronting their property. (For purposes of this Policy, sidewalk includes portions of driveways within the right of way.)
- B. The Street Superintendent will inspect and classify sidewalk repairs for action per this Policy. Generally, offsets or other defects less than 3/4" are considered minor and require no further action.

II. SIDEWALK REPAIR

- A. TEMPORARY PATCHING - The City shall place a temporary patch on sidewalks where there is 3/4" - 1 1/2" vertical offset or minor irregularities. This will be done at no charge to the property owner. The property owner or tenant has the responsibility to notify the City of any change in the condition of the sidewalk or the patched area.
- B. SIDEWALK REPLACEMENT - When vertical offset is greater than 1 1/2", sidewalks shall be processed for removal and replacement on a priority basis. These areas will also be temporarily patched until replaced.
 - 1. Sidewalk replacement at City expense is done under the following conditions:
 - a. Damage caused by City-maintained trees. (City-maintained trees are only those trees located in the parkways between the curb and sidewalks or those fronting City-owned property.)
 - b. Damage due to City utility cuts
 - c. Damage due to heat expansion
 - 2. Property owner shall replace sidewalk where the hazardous condition is caused by something other than the above categories. The property owner shall have a licensed contractor do the work within a prescribed time. If, after formal notice by the City, the repairs are not completed within that time, the City shall make the repairs and assess the property owner.

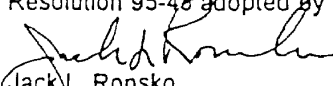
III. CURB AND GUTTER MAINTENANCE

- A. Curb and gutter which is damaged by City-maintained trees, City utility cuts or heat expansion will normally be replaced by the City at the time damaged sidewalk is replaced or with street improvement projects.
- B. Curb and gutter which is damaged by property owner's trees shall be replaced by the property owner at their expense.

IV. TREE MAINTENANCE

- A. The City shall be responsible for root surgery on all City-maintained trees where it is required. City shall remove City-maintained trees when required under City's adopted Tree Policy. This work will be done in conjunction with the replacement of the sidewalk and/or the curb and gutter.
- B. Root surgery on privately-owned trees is the responsibility of the property owner.

Resolution 95-48 adopted by the City Council at its meeting of April 5, 1995.


 Jack L. Ronsko
 Public Works Director



CITY OF LODI

PUBLIC WORKS DEPARTMENT

CENTRAL CITY BASEMENT ACCESS DOORS IN SIDEWALK



- ☐ Basement doors yet to be replaced
- ☒ Basement doors already replaced on School St
- * Abramson printing basement under sidewalk